

***State of Washington
Department of Transportation
Notice to Consultants
On-Call Environmental Intern Services Related to Engineering
Projects***

The Washington State Department of Transportation (WSDOT) solicits interest from consulting firms with expertise in recruitment and placement of qualified contract employees at the intern level, to fill transportation project positions focusing on, but not limited to, environmental services related to engineering projects. WSDOT will award (2) two On-Call agreements for approximately \$3,000,000.00 each. The agreement duration will be for three (3) years.

Project Descriptions

Assist the department in meeting environmental obligations on transportation projects related to engineering. The department is required by a number of state and federal laws to assess a project's impacts on the environment, and to mitigate impacts where they occur. The services needed include, but are not limited to performing environmental studies or surveys; planning and monitoring mitigation; coordinating multi-jurisdictional reviews, providing expertise in wetlands, water quality, aquatic and terrestrial resources; consulting on landscape architecture; provide resources planning; air quality and noise assessments; support for public involvement efforts; and preparing environmental documentation in a reader-friendly format consistent with the Governor's executive order 05-03 regarding plain talk.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager;
3. Recruitment Pool Development Process;
4. Firm's Project Management System (Prime Consultant Only);
5. Project Delivery Approach; and
6. References/past performances (Prime Consultant Only).

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

Note: Following evaluation of submittals, WSDOT may elect to interview firms to determine final selection.

Submittals

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty-five (25) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 5.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 6
- Your Submittal Information forms for both the Prime Consultant and all proposed Sub-Consultants.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications, and your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Friday, June 30, 2006.

Director, Consultant Services
Washington State Department of Transportation
7345 Linderson Way SW
Tumwater, WA 98501-6504

Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7104. Any technical questions should be directed to Joseph J. Witczak, at 360-705-7479.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Thursday, May 18, 2006 and Thursday, May 25, 2006.

Submittal Due Date: Friday, June 30, 2006.